

Accessing Citibank® Online Statements

Welcome to the Citibank Online Statements system. This application will allow you to view your statements through the Internet. No more waiting for paper statements to arrive! This easy-to-learn tool provides everything you need to view your statement, print them out, and even download the statement data to spreadsheets, such as Microsoft Excel[®]. This document will guide you through the steps of registering and accessing the system.

Type in the URL https://www.onlinestatements.cards.citidirect.com First time users:

- Click Sign up to register for the first time (see tips, below)
- Follow the instructions to activate your user ID. Be sure to enter the information precisely as it appears on your most recent paper statement

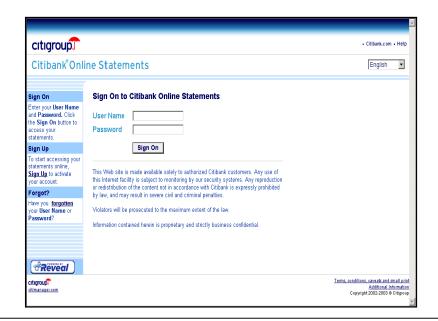
Returning users:

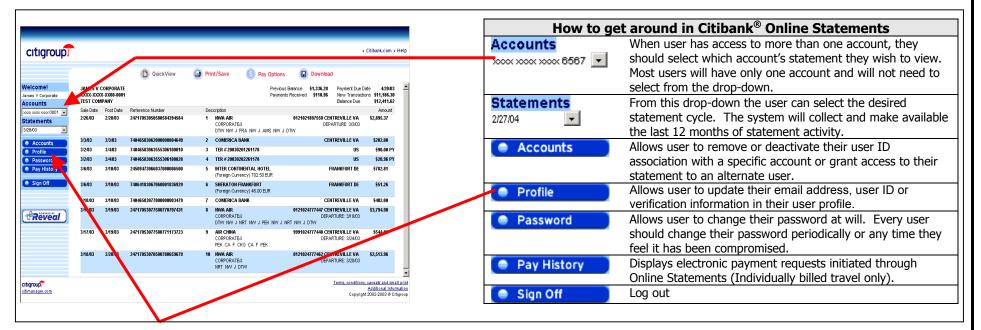
- Enter your chosen User Name and Password
- Click Sign On

Important Tips

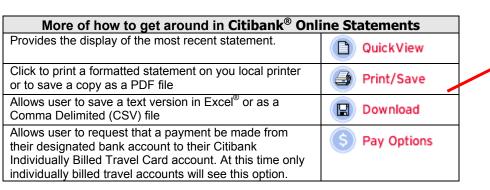
Having a copy of your most recent paper statement will be helpful when using
the Sign Up feature. All information requested on the Sign Up page will need to
be entered <u>exactly</u> as it appears on the paper statement or as it was defined at
the time your card account was established.

When selecting a password, keep in mind that Citibank requires passwords to be at least 6 characters (both letters and numbers), and must have at least 1 upper case letter.

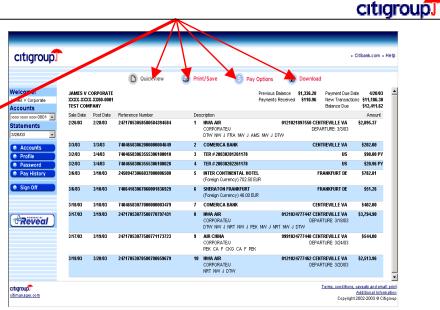




Last revised: 30 November 2004



Citibank® Online Statements: Quick Reference Card





Print/Save

Using the Print function will generate a PDF file with a formatted cardholder statement. This PDF file can be viewed and printed at the

> user's local printer or can be saved on the user's computer.

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Download

Downloading a statement allows the user to select the type of spreadsheet or text format, save the file to the user's computer and retain the data or re-format it to meet a variety of needs.

Download Statement You have the capability to download your statement to a format that is compatible with most popular spreadsheet applications. Select a spreadsheet format option below and press continue. • Excel Comma-delimited (CSV) Download Done

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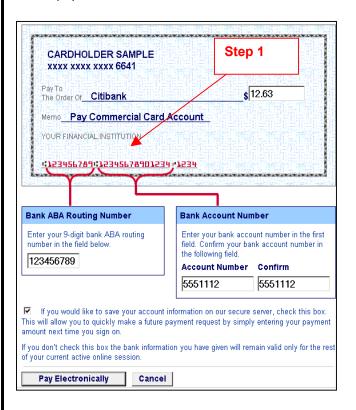
Pay Options

NEW! For Individually Billed Travel cardholders

Cardholders may initiate a request for an electronic payment to be made to their Citibank Individually Billed Travel Account in 3 easy steps.

- **Step 1** The user is prompted to provide their bank ABA Routing number and account number using an image of check.
- **Step 2** The user designates the dollar amount of the payment.
- **Step 3** The user authorizes Citibank to initiate a debit to the designated checking account and apply a payment credit to the credit card account of the user.

At the cardholder's discretion, Citibank can 'save' the bank account information for the next payment request and **Step 1** is eliminated for future payments.



Payments made by 4:00 p.m. ET will be credited to the Citibank credit card account the following day.

Pay History

Cardholders can review a record of their electronic payment requests



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